

# **ANIMAL SERVICES CENTER ADVISORY BOARD**

## **MINUTES OF**

**September 17, 2003**

The City of Arlington Animal Services Center Advisory Board held a meeting on Wednesday, September 17, 2003 in the conference room of the Animal Services Center.

### **Board Members Attending:**

Lisa Allen	Place 1
Dr. Erin Miller	Place 3
Linda Yarbrough	Place 4
Suzanne Berk	Place 7
John McDermott	Place 6

### **Board Members Absent:**

Jayne Cole	Place 2
Lee Hitchcock	Place 5

### **Others Attending:**

Karen Vasdogones, AISD  
Sheri Capehart

### **I. Call To Order**

Chair, Linda Yarbrough, called the meeting to order at 12:00 p.m.

### **II: Approval of Minutes from meeting dated August 6, 2003**

Minutes approval pending review. Changes will be submitted by e-mail.

### **III. Old Business**

Rescue Organizations – Linda Yarbrough recommended additional oversight of the contracted groups by reviewing 1) the current contract, 2) rescue organization adoption statistics for the last quarter, and 3) establish a dialogue with each group and request home visitations. Suzanne Berk that identifying hoarders is difficult. She recommended the mandatory requirement of an educational program for purposes of focusing on common problems within rescue organizations such as: recognizing

hoarders and proper sanitation controls. John McDermott also identified many variables associated with a non-successful organization. He was also supportive of pre-qualifying organizations and establishing limits based upon pre-established criteria.

**IV. Discussion of Agenda Items**

- (a) Animal Essay Contest Judging Criteria – Karen Vasdogones with AISD presented grading criteria to be utilized by those individuals involved in choosing the finalist. The essays would be judged according to the elements of effective writing.
- (b) Animal Shelter Planning – Staff presented a shelter Master Plan Update to the Livable Neighborhoods Committee (LNC). The update identified recommendations, as presented by the consultant, Bill Mead, and other changes and effects on the quality of service not anticipated during the February 2003 Bond Initiative. The overall recommendation suggested that building a new shelter and moving to a new location was key to the success of the program. A funding gap of approximately \$500,000 was identified. The committee was supportive of the new shelter approach, but was cautious in providing approval without further identifying what resources were available to narrow the funding gap with the use of private funds. Staff was directed to approach the committee at a later date after identifying the resources. Linda Yarbrough recommended a battle plan be assembled in order to address the issues identified by the LNC. The plan would include identifying potential sponsors, and fund raising activities. John McDermott recommended the formation of a focus group. He stated he could coordinate such an event with the assistance of an associate professor, James Kunde.

**V. Discussion of Future Meeting Dates and Times**

**VI. Adjourn**

The meeting adjourned at 1:30 p.m.